

NOTICE ASSIGNMENT CONTROL SHEET

LOG CONTROL NUMBER: 110 ANALYST
ASSIGNED: HYLER

ACTION: AN

TITLE: COLLEGE COST REDUCTION AND ACCESS ACT
HISPANIC-SERVING INSTITUTIONS (CCRAA-HSI)
PROGRAM

RECEIVED: 3/13/2008

DATE ASSIGNED: 3/13/2008

DATE DUE: 3/18/2008

ANALYST SIGNATURE:

James Hyl

3/13/08
not approved
until COM B
approves IC.

COMPLETION DATE:

4/23/08

FINAL APPROVAL:

Angela Livingston

DATE:

4-23-08

OMB NO:

1840-0799 OMB App. on 4/23/08

REG PART:

84.031C

Rudolph, Kim

From: Hyler, James
Sent: Thursday, March 13, 2008 10:47 AM
To: Young, Leslie
Cc: Proctor, Carnisia; Arrington, Angela; Wilson, Sheryl; Rudolph, Kim; Mullan, Kate
Subject: RE: CFDA No. 84.031C - HEP: College Cost Reduction and Access Act Hispanic-Serving Institutions (CCRAA-HSI) Program

Leslie: RIMS is currently processing OPE's Information Collection package associated with this Notice. Consequently, as this is a new collection and has no current active approval, we cannot approve the Notice at this time. We anticipate submitting this IC package to OMB tomorrow, March 13, for their approval. Once they approve, in approximately 60 days, we can provide RIMS approval for this Notice.

Thanks, James

-----Original Message-----

From: Young, Leslie
Sent: Thursday, March 13, 2008 9:46 AM
To: Bryant, Annora; Cubarrubia, Archie; Langford, Lindsey; McFadden, Elizabeth; Jenkins, Harold; Monblatt, Bruce; Beetle, Naty; Rudolph, Kim; Whitehead, Cara; Baker, Jeff; McGrath, Jack; Bayer, Christopher; Wade, Maria; Hill, Paula; Woodsome, James
Cc: Proctor, Carnisia; Bergeron, David; Sanders, P.J.; Hardin, Tonya; Higgins, Shannan; Mullan, Kate; Hyler, James; Boucher, Richard; Siegel, Brian; Briscoe, Eleanor
Subject: FW: CFDA No. 84.031C - HEP: College Cost Reduction and Access Act Hispanic-Serving Institutions (CCRAA-HSI) Program

Attached, for your review and comment is a notice inviting applications for the College Cost Reduction and Access Act-Hispanic Serving Institutions program for FY 08. (The application notice does NOT include any priorities from the Secretary's Policy Priorities for Discretionary Grant Programs for FY 2007 and FY 2008, as published in the Federal Register on October 11, 2006.) Please review the notice and provide comments to me by cob Tuesday, March 18th. Thank you.

3/13/2008

**REGULATIONS CLEARANCE SHEET
OFFICE OF THE GENERAL COUNSEL
DIVISION OF REGULATORY SERVICES (DRS)**

DRAFT NO.: 1

DATE: March 12, 2008

Please review the attached document, check the appropriate box below, sign, and return with your comments, if any, or e-mail your response and any comments to **Leslie Young (Rm. 6E244)**. Your response is due by cob **Tuesday, March 18, 2008**.

Office of the Secretary*

[X] Annora Bryant, Ex. Sec., 7C100

Office of the Under Secretary*

[X] Archie Cubarrubia, 7E319

[X] Lindsey Langford

Office of Planning, Evaluation and Policy Development

[x] James Woodsome 5E325

[x] Budget Service (Maria Wade) 5W311

Office of the General Counsel

Deputy General Counsel

[] Jeff Taylor, 6E339

Assistant General Counsel

[X] E. McFadden, 6E217*

[x] Harold Jenkins

Deputy Assistant General Counsel

[X] Shannan Higgins, 6C135

Program Attorney

[x] Brian Siegel

Office of Legislation and Congressional Affairs

[x] Jack McGrath

Office of Management

[x] Bruce Monblatt, cc: Naty Beetle

[x] Kim Rudolph, RG/RIMS, 9154 PCP

James Hyler, Angela Arrington, Kate Mullan

Risk Management Service

[x] Cara Whitehead

Chief Financial Officer

[] Khriiss Howard, 4E255

Faith-based and Community Initiatives

[x] Christopher Bayer/David Boucher

Federal Student Aid

[x] Jeff Baker

Office of Postsecondary Education

[x] David Bergeron

Program Contact: Carnesia Proctor

CHECK ONE

- | |
|--|
| <input checked="" type="checkbox"/> Approved |
| <input type="checkbox"/> Approved subject to minor changes |
| <input type="checkbox"/> Not approved—see comments |

TYPE AND TITLE OF DOCUMENT: CCRAA-HSI notice inviting apps for FY 08 (84.031C)

SIGNATURE:

DATE:

4/23/08

COMMENTS:

1840-0799

4000-01-U

DEPARTMENT OF EDUCATION

Office of Postsecondary Education

Overview Information

College Cost Reduction and Access Act Hispanic-Serving
Institutions (CCRAA-HSI) Program

Notice inviting applications for new awards for fiscal year
(FY) 2008.

Catalog of Federal Domestic Assistance (CFDA) Number:

84.031C

Dates:

Applications Available: (INSERT DATE OF PUBLICATION IN THE
FEDERAL REGISTER).

Deadline for Transmittal of Applications: (INSERT DATE 45
DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

Deadline for Intergovernmental Review: (INSERT DATE 105
DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

Full Text of Announcement

I. Funding Opportunity Description

Purpose of Program: The College Cost Reduction and Access
Act Hispanic-Serving Institutions (CCRAA-HSI) Program
provides grants to assist HSIs to develop and carryout
activities to improve and expand the institutions' capacity
to serve Hispanic and other low-income students.

Priorities: This notice contains two competitive preference priorities. We are establishing the competitive preference priorities for the FY 2008 grant competition only, in accordance with Section 437(d)(1) of the General Education Provisions Act and the new Section 499A(b)(2)(B) of the Higher Education Act of 1965, as amended by the College Cost Reduction and Access Act of 2007 (Public Law 110-84).

Competitive Preference Priorities: For FY 2008, these priorities are competitive preference priorities. Under 34 CFR 75.105(c)(2)(i), we will award applicants who address priority one and priority two an additional ten points. Applicants must address both priorities to receive the additional points. Applicants that do not address both priorities will not receive any competitive preference priority points.

These priorities are:

Competitive Preference Priority 1

Individual Development or Cooperative Arrangement Development Grants that aim to increase the number of Hispanic and other low income students attaining degrees in the fields of science, technology, engineering, or mathematics; and

Competitive Preference Priority 2

Individual Development or Cooperative Arrangement

Development Grants that aim to develop model transfer and articulation agreements between two-year Hispanic-serving institutions and four-year institutions in such fields.

Background: We are establishing these competitive preference priorities under the new Section 499A(b)(2)(B) of the Higher Education Act, College Cost Reduction and Access Act of 2007 (Public Law 110-84), to increase the number of low-income students attaining degrees in the fields of science, technology, engineering or mathematics (STEM); and to applicants that develop model transfer and articulation agreements between two-year Hispanic-Serving Institutions and four-year institutions in such fields.

Waiver of Proposed Rulemaking: Under the Administrative Procedures Act (5 U.S.C. 553), the Department generally offers interested parties the opportunity to comment on a competitive preference priority. Section 437(d)(1) of General Education Provisions Act, however, allows the Secretary to exempt from rulemaking requirements, regulations governing the first grant competition under a new or substantially revised program authority. To make timely grant awards in FY 2008, the Secretary has decided to issue this application notice without first publishing these competitive preference priorities for public comment.

These competitive preference priorities will apply to the FY 2008 grant competition only.

Program Authority: 20 U.S.C. 1101-1101d, 1103-1103g, Title IV, Part J, Section 499(A)(b)(2)(B) of the Higher Education Act of 1965, as amended by Section 802 of the College Cost Reduction and Access Act of 2007 (Public Law 110-84).

Applicable Regulations: (a) The Education Department General Administrative Regulations (EDGAR) in 34 CFR parts 74, 75, 77, 79, 81, 82, 84, 85, 86, 97, 98, and 99. (b) The regulations for this program in 34 CFR parts 606.2(a)(b), 606.3, 606.4, 606.5, 606.6, 606.7, 606.10(b)(c)(d), & 606.30.

II. Award Information

Type of Award: Discretionary grant. Two-year Individual Development Grants and Two-year Cooperative Arrangement Development Grants will be awarded in FY 2008.

Available Funds: \$100,000,000.

Estimated Range of Awards: \$850,000-2,500,000.

Estimate Average Size of Awards: Individual Development Grant: \$862,000. Cooperative Arrangement Development Grant: \$1,200,000.

Maximum Awards: Individual Development Grant: \$2,500,000. Cooperative Arrangement Development Grant: \$2,500,000.

We will not fund any application at an amount exceeding these maximum amounts for a single budget period of 12 months. We may choose not to further consider or review applications with budgets that exceed the maximum amounts specified, if we conclude, during our initial review of the application, that the proposed goals and objectives cannot be obtained with the specified maximum amount.

Estimated Number of Awards: Individual Development Grants:

58. Cooperative Arrangement Development Grants: 42.

Note: The Department is not bound by any estimates in this notice. Applicants should periodically check the HSI

Program Web site for further information. The address is:

<http://www.ed.gov/programs/idueshsi/index.html>

Project Period: Up to 24 months.

III. Eligibility Information

1. Eligible Applicants: IHEs that qualify as eligible HSIs are eligible to apply for new Individual Development Grants and Cooperative Arrangement Development Grants under the HSI Program. To be an eligible HSI, an IHE must--

(1) Be accredited or preaccredited by a nationally recognized accrediting agency or association that the Secretary has determined to be a reliable authority as to the quality of education or training offered;

(2) Be legally authorized by the State in which it is located to be a junior college or to provide an educational program for which it awards a bachelor's degree;

(3) Be designated as an "eligible institution" by demonstrating that it: (a) has an enrollment of needy students as described in 34 CFR 606.3; and (b) has low average educational and general expenditures per FTE undergraduate student as described in 34 CFR 606.4;

(4) Have an enrollment of undergraduate FTE students that is at least 25 percent Hispanic students at the end of the award year immediately preceding the date of application.

Effective September 30, 2006, the Third Higher Education Extension Act of 2006, amended Section 502(a) of the HEA by requiring that institutions report their undergraduate Hispanic FTE percentage at the end of the award year immediately preceding the date of application. Funds for the HSI Program are awarded each fiscal year; thus, for this program, the end of the award year refers to the end of the fiscal year prior to the application due date. The end of the fiscal year occurs on September 30 for any given year. Therefore, for purposes of making the determination described in Paragraph (4) IHEs must report their undergraduate Hispanic FTE percent based on the

student enrollment count closest to, but not after, September 30, 2007.

The Third Higher Education Extension Act of 2006 also amended Section 502(a) of the HEA by eliminating the requirement in the HSI Program that an IHE applying for a grant provide an assurance that not less than 50 percent of the institution's Hispanic students are low-income individuals.

The Notice Inviting Applications for Designation as Eligible Institutions for FY 2008 was published in the Federal Register on March 10, 2008 (XX FR XXX). The HSI eligibility requirements are in 34 CFR 606.2 through 606.5 and can be accessed from the following Web site:
http://www.access.gpo.gov/nara/cfr/waisidx/01/34cfr606_01.html. These regulations do not reflect the changes made to the HSI program requirements by the Third Higher Education Extension Act of 2006.

Note 1: An eligible HSI that submits more than one application may be awarded both an Individual Development Grant and a Cooperative Arrangement Development Grant, for the CCRAA grant only, providing that the proposed activities are not the same and are different from the institution's current Title V, HSI grant.

Note 2: The Department will cross-reference for verification data reported to the Integrated Postsecondary Education Data System (IPEDS), the IHE's State-reported enrollment data, and the institutional annual report. If there are any differences in the percentages reported in the IPEDS and the percentages reported in the grant application, the IHE should justify the differences as a part of its eligibility documentation.

2. Cost Sharing or Matching: There are no cost sharing or matching requirements unless the grantee uses a portion of its grant for establishing or improving an endowment fund. If a grantee uses a portion of its grant for endowment fund purposes, it must match those grant funds with non-Federal funds. (20 U.S.C. 1101b(c)(2)).

IV. Application and Submission Information

1. Address to Request Application Package: Carnisia M. Proctor, U.S. Department of Education, 1990 K Street, NW, 6th Floor, Washington, DC 20006-8513. Telephone: (202) 502-7606 or by e-mail: Carnisia.Proctor@ed.gov

If you use a telecommunications device for the deaf (TDD), you may call the Federal Relay Service (FRS) at 1-800-877-8339.

Individuals with disabilities may obtain a copy of the application package in an alternative format (e.g.,

Braille, large print, audiotape, or computer diskette) by contacting the program contact person listed in this section.

2. Content and Form of Application Submission:

Requirements concerning the content of an application, together with the forms you must submit, are in the application package for this program.

Page Limits: The application narrative (Part III) is where you, the applicant, address the selection criteria that reviewers use to evaluate your application. We have established mandatory page limits for both the Individual Development Grant and the Cooperative Arrangement Development Grant applications. You must limit the section of the narrative that addresses the selection criteria to no more than 35 pages for the Individual Development Grant application and 55 pages for the Cooperative Arrangement Development Grant application, using the following standards:

- A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom, and both sides.
- Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and

captions, as well as all text in charts, tables, figures, and graphs.

- Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).

- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted in any other font (including Times Roman and Arial Narrow) will not be accepted.

The page limit does not apply to the cover sheet; the budget section, including the narrative budget justification; the assurances and certifications, or the one-page abstract.

We will reject your application if you exceed the page limit.

3. Submission Dates and Times:

Applications Available: (INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER).

Deadline for Transmittal of Applications: (INSERT DATE 45 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

Applications for grants under this program must be submitted electronically using the Grants.gov Apply site (Grants.gov) or in paper format by mail or hand delivery. For information (including dates and times) about how to submit your application electronically, or in paper format

by mail or hand delivery if you qualify for an exception to the electronic submission requirement, please refer to Section IV. 6. Other Submission Requirements in this notice.

We do not consider an application that does not comply with the deadline requirements.

Individuals with disabilities who need an accommodation or auxiliary aid in connection with the application process should contact the person listed under For Further Information Contact in Section VII in this notice. If the Department provides an accommodation or auxiliary aid to an individual with a disability in connection with the application process, the individual's application remains subject to all other requirements and limitations in this notice.

Deadline for Intergovernmental Review: (INSERT DATE 105 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

4. Intergovernmental Review: This program is subject to Executive Order 12372 and the regulations in 34 CFR part 79. Information about Intergovernmental Review of Federal Programs under Executive Order 12372 is in the application package for this program.

5. Funding Restrictions: We reference the regulations outlining funding restrictions in the Applicable Regulations section of this notice.

Applicability of Executive Order 13202.

Applicants that apply for construction funds under the HSI Program must comply with Executive Order 13202, signed by President Bush on February 17, 2001, and amended on April 6, 2001. This Executive Order provides that recipients of Federal construction funds may not "require or prohibit bidders, offerors, contractors, or subcontractors to enter into or adhere to agreements with one or more labor organizations, on the same or other construction project(s)" or "otherwise discriminate against bidders, offerors, contractors, or subcontractors for becoming or refusing to become or remain signatories or otherwise adhere to agreements with one or more labor organizations, on the same or other construction project(s)." However, the Executive Order does not prohibit contractors or subcontractors from voluntarily entering into these agreements. Projects funded under this program that include construction activity will be provided a copy of this Executive Order and will be asked to certify that they will adhere to it.

6. Other Submission Requirements: Applications for grants under this program competition must be submitted electronically unless you qualify for an exception to this requirement in accordance with the instructions in this section.

a. Electronic Submission of Applications.

Applications for grants under the CCRAA HSI Program (CFDA Number 84.031C) must be submitted electronically using the Government-wide Grants.gov Apply site at <http://www.Grants.gov>. Through this site, you will be able to download a copy of the application package, complete it offline, and then upload and submit your application. You may not e-mail an electronic copy of a grant application to us.

We will reject your application if you submit it in paper format unless, as described elsewhere in this section, you qualify for one of the exceptions to the electronic submission requirement and submit, no later than two weeks before the application deadline date, a written statement to the Department that you qualify for one of these exceptions. Further information regarding calculation of the date that is two weeks before the application deadline date is provided later in this section under Exception to Electronic Submission Requirement.

You may access the electronic grant application for the CCRAA-HSI Program at: <http://www.Grants.gov> You must search for the downloadable application package for this program by the CFDA number. Do not include the CFDA number's alpha suffix in your search (e.g. search for 84.031, not 84.031C).

Please note the following:

- When you enter the Grants.gov site, you will find information about submitting an application electronically through the site, as well as the hours of operation.
- Applications received by Grants.gov are date and time stamped. Your application must be fully uploaded and submitted, and must be date and time stamped by the Grants.gov system no later than 4:30 p.m., Washington, DC time, on the application deadline date. Except as otherwise noted in this section, we will not consider your application if it is date and time stamped by the Grants.gov system later than 4:30 p.m., Washington, DC time, on the application deadline date. When we retrieve your application from Grants.gov, we will notify you if we are rejecting your application because it was date and time stamped by the Grants.gov system after 4:30 p.m., Washington, DC time, on the application deadline date.

- The amount of time it can take to upload an application will vary depending on a variety of factors including the size of the application and the speed of your Internet connection. Therefore, we strongly recommend that you do not wait until the application deadline date to begin the submission process through Grants.gov.

- You should review and follow the Education Submission Procedures for submitting an application through Grants.gov that are included in the application package for this program competition to ensure that you submit your application in a timely manner to the Grants.gov system. You can also find the Education Submission Procedures pertaining to Grants.gov at <http://e-Grants.ed.gov/help/GrantsgovSubmissionProcedures.pdf>.

- To submit your application via Grants.gov, you must complete all of the steps in the Grants.gov registration process (see http://www.grants.gov/applicants/get_registered.jsp). These steps include (1) registering your organization, a multi-part process that includes registration with the Central Contractor Registry (CCR); (2) registering yourself as an Authorized Organization Representative (AOR), and (3) getting authorized as an AOR by your organization. Details

on these steps are outlined in the Grants.gov 3-Step Registration Guide (see <http://www.grants.gov/section910/Grants.govRegistrationBrochure.pdf>). You also must provide on your application the same D-U-N-S Number used with this registration. Please note that the registration process may take five or more business days to complete, and you must have completed all registration steps to allow you to submit successfully an application via Grants.gov. In addition, you will need to update for CCR registration on an annual basis. This may take three or more business days to complete.

- You will not receive additional point value because you submit your application in electronic format, nor will we penalize you if you qualify for an exception to the electronic submission requirement, as described elsewhere in this section, and submit your application in paper format.

- You must submit all documents electronically, including all information you typically provide on the following forms: Application for Federal Education Assistance (SF 424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs (ED 524), and all necessary assurances and certifications. Please note that two of

these forms -the SF 424 and the Department of Education Supplemental Information for SF 424-have replaced the ED 424 (Application for Federal Education Assistance).

- You must attach any narrative sections of your application as files in a .DOC (document), .RTF (rich text), or .PDF (Portable Document) format. If you upload a file type other than the three file types specified above or submit a password protected file, we will not review that material.

- Your electronic application must comply with any page limit requirements described in this notice.

- After you electronically submit your application, you will receive from Grants.gov an automatic notification of receipt that contains a Grants.gov tracking number. (This notification indicates receipt by Grants.gov only, not receipt by the Department.) The Department then will retrieve your application from Grants.gov and send a second notification to you by e-mail. This second notification indicates that the Department has received your application and has assigned your application a PR/Award number (an ED-specified identifying number unique to your application).

- We may request that you provide us original signatures on forms at a later date.

Application Deadline Date Extension in Case of Technical Issues with the Grants.gov System: If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 1-800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 4:30 p.m., Washington, DC time, the following business day to enable you to transmit your application electronically or by hand delivery. You also may mail your application by following the mailing instructions described elsewhere in this notice.

If you submit an application after 4:30 p.m., Washington, DC time, on the application deadline date, please contact the person listed elsewhere in this notice under For Further Information Contact and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your application if we can confirm that a technical problem occurred with the Grants.gov system and that the problem affected your ability to submit your application by 4:30 p.m., Washington, DC time, on the

4000-01-U

DEPARTMENT OF EDUCATION

Office of Postsecondary Education

Overview Information

College Cost Reduction and Access Act Hispanic-Serving

Institutions (CCRAA-HSI) Program

Notice inviting applications for new awards for fiscal year
(FY) 2008.

Catalog of Federal Domestic Assistance (CFDA) Number:

84.031C

Dates:

Applications Available: (INSERT DATE OF PUBLICATION IN THE
FEDERAL REGISTER).

Deadline for Transmittal of Applications: (INSERT DATE 45
DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

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Full Text of Announcement

I. Funding Opportunity Description

Purpose of Program: The College Cost Reduction and Access
Act Hispanic-Serving Institutions (CCRAA-HSI) Program
provides grants to assist HSIs to develop and carryout
activities to improve and expand the institutions' capacity
to serve Hispanic and other low-income students.

Priorities: This notice contains two competitive preference priorities. We are establishing the competitive preference priorities for the FY 2008 grant competition only, in accordance with Section 437(d)(1) of the General Education Provisions Act and the new Section 499A(b)(2)(B) of the Higher Education Act of 1965, as amended by the College Cost Reduction and Access Act of 2007 (Public Law 110-84).

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Individual Development or Cooperative Arrangement

Development Grants that aim to develop model transfer and articulation agreements between two-year Hispanic-serving institutions and four-year institutions in such fields.

Background: We are establishing these competitive preference priorities under the new Section 499A(b)(2)(B) of the Higher Education Act, College Cost Reduction and Access Act of 2007 (Public Law 110-84), to increase the number of low-income students attaining degrees in the fields of science, technology, engineering or mathematics (STEM); and to applicants that develop model transfer and articulation agreements between two-year Hispanic-Serving Institutions and four-year institutions in such fields.

Waiver of Proposed Rulemaking: Under the Administrative Procedures Act (5 U.S.C. 553), the Department generally offers interested parties the opportunity to comment on a competitive preference priority. Section 437(d)(1) of General Education Provisions Act, however, allows the Secretary to exempt from rulemaking requirements, regulations governing the first grant competition under a new or substantially revised program authority. To make timely grant awards in FY 2008, the Secretary has decided to issue this application notice without first publishing

these competitive preference priorities for public comment. These competitive preference priorities will apply to the FY 2008 grant competition only.

Program Authority: 20 U.S.C. 1101-1101d, 1103-1103g, Title IV, Part J, Section 499(A)(b)(2)(B) of the Higher Education Act of 1965, as amended by Section 802 of the College Cost Reduction and Access Act of 2007 (Public Law 110-84).

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II. Award Information

Type of Award: Discretionary grant. Two-year Individual Development Grants and Two-year Cooperative Arrangement Development Grants will be awarded in FY 2008.

Available Funds: \$100,000,000.

Estimated Range of Awards: \$850,000-2,500,000.

Estimate Average Size of Awards: Individual Development Grant: \$862,000. Cooperative Arrangement Development Grant: \$1,200,000.

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58. Cooperative Arrangement Development Grants: 42.

Note: The Department is not bound by any estimates in this notice. Applicants should periodically check the HSI

Program Web site for further information. The address is:

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Project Period: Up to 24 months.

III. Eligibility Information

1. Eligible Applicants: IHEs that qualify as eligible HSIs are eligible to apply for new Individual Development Grants and Cooperative Arrangement Development Grants under the HSI Program. To be an eligible HSI, an IHE must--

(1) Be accredited or preaccredited by a nationally recognized accrediting agency or association that the Secretary has determined to be a reliable authority as to the quality of education or training offered;

(2) Be legally authorized by the State in which it is located to be a junior college or to provide an educational program for which it awards a bachelor's degree;

(3) Be designated as an "eligible institution" by demonstrating that it: (a) has an enrollment of needy students as described in 34 CFR 606.3; and (b) has low average educational and general expenditures per FTE undergraduate student as described in 34 CFR 606.4;

(4) Have an enrollment of undergraduate FTE students that is at least 25 percent Hispanic students at the end of the award year immediately preceding the date of application.

Effective September 30, 2006, the Third Higher Education Extension Act of 2006, amended Section 502(a) of the HEA by requiring that institutions report their undergraduate Hispanic FTE percentage at the end of the award year immediately preceding the date of application. Funds for the HSI Program are awarded each fiscal year; thus, for this program, the end of the award year refers to the end of the fiscal year prior to the application due date. The end of the fiscal year occurs on September 30 for any given year. Therefore, for purposes of making the determination described in Paragraph (4) IHEs must report their undergraduate Hispanic FTE percent based on the

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Note 2: The Department will cross-reference for verification data reported to the Integrated Postsecondary Education Data System (IPEDS), the IHE's State-reported enrollment data, and the institutional annual report. If there are any differences in the percentages reported in the IPEDS and the percentages reported in the grant application, the IHE should justify the differences as a part of its eligibility documentation.

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IV. Application and Submission Information

1. Address to Request Application Package: Carnisia M. Proctor, U.S. Department of Education, 1990 K Street, NW, 6th Floor, Washington, DC 20006-8513. Telephone: (202) 502-7606 or by e-mail: Carnisia.Proctor@ed.gov

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Braille, large print, audiotape, or computer diskette) by contacting the program contact person listed in this section.

2. Content and Form of Application Submission:

Requirements concerning the content of an application, together with the forms you must submit, are in the application package for this program.

Page Limits: The application narrative (Part III) is where you, the applicant, address the selection criteria that reviewers use to evaluate your application. We have established mandatory page limits for both the Individual Development Grant and the Cooperative Arrangement Development Grant applications. You must limit the section of the narrative that addresses the selection criteria to no more than 35 pages for the Individual Development Grant application and 55 pages for the Cooperative Arrangement Development Grant application, using the following standards:

- A "page" is 8.5" x 11", on one side only, with 1" margins at the top, bottom, and both sides.
- Double space (no more than three lines per vertical inch) all text in the application narrative, including titles, headings, footnotes, quotations, references, and

captions, as well as all text in charts, tables, figures, and graphs.

- Use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).

- Use one of the following fonts: Times New Roman, Courier, Courier New, or Arial. An application submitted in any other font (including Times Roman and Arial Narrow) will not be accepted.

The page limit does not apply to the cover sheet; the budget section, including the narrative budget justification; the assurances and certifications, or the one-page abstract.

We will reject your application if you exceed the page limit.

3. Submission Dates and Times:

Applications Available: (INSERT DATE OF PUBLICATION IN THE FEDERAL REGISTER).

Deadline for Transmittal of Applications: (INSERT DATE 45 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

Applications for grants under this program must be submitted electronically using the Grants.gov Apply site (Grants.gov) or in paper format by mail or hand delivery. For information (including dates and times) about how to submit your application electronically, or in paper format

by mail or hand delivery if you qualify for an exception to the electronic submission requirement, please refer to Section IV. 6. Other Submission Requirements in this notice.

We do not consider an application that does not comply with the deadline requirements.

Individuals with disabilities who need an accommodation or auxiliary aid in connection with the application process should contact the person listed under For Further Information Contact in Section VII in this notice. If the Department provides an accommodation or auxiliary aid to an individual with a disability in connection with the application process, the individual's application remains subject to all other requirements and limitations in this notice.

Deadline for Intergovernmental Review: (INSERT DATE 105 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

4. Intergovernmental Review: This program is subject to Executive Order 12372 and the regulations in 34 CFR part 79. Information about Intergovernmental Review of Federal Programs under Executive Order 12372 is in the application package for this program.

5. Funding Restrictions: We reference the regulations outlining funding restrictions in the Applicable Regulations section of this notice.

Applicability of Executive Order 13202.

Applicants that apply for construction funds under the HSI Program must comply with Executive Order 13202, signed by President Bush on February 17, 2001, and amended on April 6, 2001. This Executive Order provides that recipients of Federal construction funds may not "require or prohibit bidders, offerors, contractors, or subcontractors to enter into or adhere to agreements with one or more labor organizations, on the same or other construction project(s)" or "otherwise discriminate against bidders, offerors, contractors, or subcontractors for becoming or refusing to become or remain signatories or otherwise adhere to agreements with one or more labor organizations, on the same or other construction project(s)." However, the Executive Order does not prohibit contractors or subcontractors from voluntarily entering into these agreements. Projects funded under this program that include construction activity will be provided a copy of this Executive Order and will be asked to certify that they will adhere to it.

6. Other Submission Requirements: Applications for grants under this program competition must be submitted electronically unless you qualify for an exception to this requirement in accordance with the instructions in this section.

a. Electronic Submission of Applications.

Applications for grants under the CCRAA HSI Program (CFDA Number 84.031C) must be submitted electronically using the Government-wide Grants.gov Apply site at <http://www.Grants.gov>. Through this site, you will be able to download a copy of the application package, complete it offline, and then upload and submit your application. You may not e-mail an electronic copy of a grant application to us.

We will reject your application if you submit it in paper format unless, as described elsewhere in this section, you qualify for one of the exceptions to the electronic submission requirement and submit, no later than two weeks before the application deadline date, a written statement to the Department that you qualify for one of these exceptions. Further information regarding calculation of the date that is two weeks before the application deadline date is provided later in this section under Exception to Electronic Submission Requirement.

You may access the electronic grant application for the CCRAA-HSI Program at: <http://www.Grants.gov> You must search for the downloadable application package for this program by the CFDA number. Do not include the CFDA number's alpha suffix in your search (e.g. search for 84.031, not 84.031C).

Please note the following:

- When you enter the Grants.gov site, you will find information about submitting an application electronically through the site, as well as the hours of operation.
- Applications received by Grants.gov are date and time stamped. Your application must be fully uploaded and submitted, and must be date and time stamped by the Grants.gov system no later than 4:30 p.m., Washington, DC time, on the application deadline date. Except as otherwise noted in this section, we will not consider your application if it is date and time stamped by the Grants.gov system later than 4:30 p.m., Washington, DC time, on the application deadline date. When we retrieve your application from Grants.gov, we will notify you if we are rejecting your application because it was date and time stamped by the Grants.gov system after 4:30 p.m., Washington, DC time, on the application deadline date.

- The amount of time it can take to upload an application will vary depending on a variety of factors including the size of the application and the speed of your Internet connection. Therefore, we strongly recommend that you do not wait until the application deadline date to begin the submission process through Grants.gov.

- You should review and follow the Education Submission Procedures for submitting an application through Grants.gov that are included in the application package for this program competition to ensure that you submit your application in a timely manner to the Grants.gov system. You can also find the Education Submission Procedures pertaining to Grants.gov at <http://e-Grants.ed.gov/help/GrantsgovSubmissionProcedures.pdf>.

- To submit your application via Grants.gov, you must complete all of the steps in the Grants.gov registration process (see http://www.grants.gov/applicants/get_registered.jsp). These steps include (1) registering your organization, a multi-part process that includes registration with the Central Contractor Registry (CCR); (2) registering yourself as an Authorized Organization Representative (AOR), and (3) getting authorized as an AOR by your organization. Details

on these steps are outlined in the Grants.gov 3-Step Registration Guide (see <http://www.grants.gov/section910/Grants.govRegistrationBrochure.pdf>). You also must provide on your application the same D-U-N-S Number used with this registration. Please note that the registration process may take five or more business days to complete, and you must have completed all registration steps to allow you to submit successfully an application via Grants.gov. In addition, you will need to update for CCR registration on an annual basis. This may take three or more business days to complete.

- You will not receive additional point value because you submit your application in electronic format, nor will we penalize you if you qualify for an exception to the electronic submission requirement, as described elsewhere in this section, and submit your application in paper format.

- You must submit all documents electronically, including all information you typically provide on the following forms: Application for Federal Education Assistance (SF 424), the Department of Education Supplemental Information for SF 424, Budget Information--Non-Construction Programs (ED 524), and all necessary assurances and certifications. Please note that two of

these forms -the SF 424 and the Department of Education Supplemental Information for SF 424-have replaced the ED 424 (Application for Federal Education Assistance).

- You must attach any narrative sections of your application as files in a .DOC (document), .RTF (rich text), or .PDF (Portable Document) format. If you upload a file type other than the three file types specified above or submit a password protected file, we will not review that material.

- Your electronic application must comply with any page limit requirements described in this notice.

- After you electronically submit your application, you will receive from Grants.gov an automatic notification of receipt that contains a Grants.gov tracking number. (This notification indicates receipt by Grants.gov only, not receipt by the Department.) The Department then will retrieve your application from Grants.gov and send a second notification to you by e-mail. This second notification indicates that the Department has received your application and has assigned your application a PR/Award number (an ED-specified identifying number unique to your application).

- We may request that you provide us original signatures on forms at a later date.

Application Deadline Date Extension in Case of Technical Issues with the Grants.gov System: If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 1-800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 4:30 p.m., Washington, DC time, the following business day to enable you to transmit your application electronically or by hand delivery. You also may mail your application by following the mailing instructions described elsewhere in this notice.

If you submit an application after 4:30 p.m., Washington, DC time, on the application deadline date, please contact the person listed elsewhere in this notice under For Further Information Contact and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your application if we can confirm that a technical problem occurred with the Grants.gov system and that the problem affected your ability to submit your application by 4:30 p.m., Washington, DC time, on the

application deadline date. The Department will contact you after a determination is made on whether your application will be accepted.

Note: The extensions to which we refer in this section apply only to the unavailability of, or technical problems with, the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application to Grants.gov before the application deadline date and time; or, if the technical problem you experienced is unrelated to the Grants.gov system.

Exception to Electronic Submission Requirement: You qualify for an exception to the electronic submission requirement, and may submit your application in paper format, if you are unable to submit an application through the Grants.gov system because--

- You do not have access to the Internet; or
- You do not have the capacity to upload large documents to the Grants.gov system;

and

- No later than two weeks before the application deadline date (14 calendar days or, if the fourteenth calendar day before the application deadline date falls on a Federal holiday, the next business day following the Federal holiday), you mail or fax a written statement to

the Department, explaining which of the two grounds for an exception prevent you from using the Internet to submit your application.

If you mail your written statement to the Department, it must be postmarked no later than two weeks before the application deadline date. If you fax your written statement to the Department, we must receive the faxed statement no later than two weeks before the application deadline date.

Address and mail or fax your statement to: Carnisia M. Proctor, U.S. Department of Education, 1990 K Street, NW, 6th Floor, Washington, DC 20006-8513 FAX: (202) 502-7861. Your paper application must be submitted in accordance with the mail or hand delivery instructions described in this notice.

b. Submission of Paper Applications by Mail.

If you qualify for an exception to the electronic submission requirement, you may mail (through the U.S. Postal Service or a commercial carrier) your application to the Department. You must mail the original and two copies of your application, on or before the application deadline date, to the Department at the applicable following address:

By mail through the U.S. Postal Service:

U.S. Department of Education
Application Control Center
Attention: (CFDA Number 84.031C)
400 Maryland Avenue, SW
Washington, DC 20202-4260

or

By mail through a commercial carrier:

U.S. Department of Education
Application Control Center - Stop 4260
Attention: (CFDA Number 84.031C)
7100 Old Landover Road
Landover, MD 20785-1506

Regardless of which address you use, you must show proof of mailing consisting of one of the following:

- (1) A legibly dated U.S. Postal Service postmark.
- (2) A legible mail receipt with the date of mailing stamped by the U.S. Postal Service.
- (3) A dated shipping label, invoice, or receipt from a commercial carrier.
- (4) Any other proof of mailing acceptable to the Secretary of the U.S. Department of Education.

If you mail your application through the U.S. Postal Service, we do not accept either of the following as proof of mailing:

- (1) A private metered postmark.
- (2) A mail receipt that is not dated by the U.S. Postal Service.

If your application is postmarked after the application deadline date, we will not consider your application.

Note: The U.S. Postal Service does not uniformly provide a dated postmark. Before relying on this method, you should check with your local post office.

c. Submission of Paper Applications by Hand Delivery.

If you qualify for an exception to the electronic submission requirement, you (or a courier service) may deliver your paper application to the Department by hand. You must deliver the original and two copies of your application by hand, on or before the application deadline date, to the Department at the following address:

U.S. Department of Education
Application Control Center
Attention: (CFDA Number 84.031C)
550 12th Street, SW.
Room 7041, Potomac Center Plaza
Washington, DC 20202-4260

The Application Control Center accepts hand deliveries daily between 8:00 a.m. and 4:30 p.m., Washington, D.C. time, except Saturdays, Sundays and Federal holidays.

Note for Mail or Hand Delivery of Paper Applications: If you mail or hand deliver your application to the Department:

(1) You must indicate on the envelope and – if not provided by the Department – in Item 11 of the SF 424 the CFDA Number, including suffix letter, if any, of the competition under which you are submitting your application; and

(2) The Application Control Center will mail to you a notification of receipt of your grant application. If you do not receive this notification within 15 business days from the application deadline date, you should call the U.S. Department of Education Application Control Center at (202) 245-6288.

V. Application Review Information

1. Selection Criteria: The selection criteria for this program are from 34 CFR 75.209 (a) and 75.210, and are as follows:

Need for the project (20 points);

Quality of the project design (15 points);

Quality of project services (15 points);

Quality of project personnel (10 points);

Adequacy of resources (5 points);

Quality of the management plan (20 points); and

Quality of project evaluation (15 points).

Additional information regarding these criteria is in the application package for this competition.

2. Review and Selection Process:

Applicants must provide, as an attachment to the application, the documentation the institution relied upon in determining that at least 25 percent of the institution's undergraduate FTE students are Hispanic.

Note: The 25 percent requirement applies only to undergraduate Hispanic students and is calculated based upon FTE students. Instructions for formatting and submitting the verification documentation to Grants.gov are in the application package for this competition.

VI. Award Administration Information

1. Award Notices: If your application is successful, we will notify your U.S. Representative and U.S. Senators and send you a Grant Award Notification (GAN). We may also notify you informally.

If your application is not evaluated or not selected for funding, we will notify you.

2. Administrative and National Policy Requirements:
We identify administrative and national policy requirements in the application package and reference these and other requirements in the Applicable Regulations section of this notice.

We reference the regulations outlining the terms and conditions of an award in the Applicable Regulations

section of this notice and include these and other specific conditions in the GAN. The GAN also incorporates your approved application as part of your binding commitments under the grant.

3. Reporting: At the end of your project period, you must submit a final performance report, including financial information, as directed by the Secretary. If you receive a multi-year award, you must submit an annual performance report that provides the most current performance and financial expenditure information as specified by the Secretary in 34 CFR 75.118, 34 CFR 75.720 and in 34 CFR 606.31.

4. Performance Measures:

CCRAA Special Analyses

The grants to Hispanic-Serving Institutions under the College Cost Reduction and Access Act of 2007 includes two priorities: (1) To increase the number of Hispanic and other low-income students attaining degrees in the fields of science, technology, engineering, or mathematics (STEM); and (2) To develop articulation agreements between two-year Hispanic-Serving Institutions and four-year institutions in such fields. To assess the impact of the adoption of these priorities on program outcomes, the Department will be conducting special analyses, as follows: (1) The percentage

of students receiving STEM related degrees from grantee institutions selecting this priority; and (2) The percentage of students transferring from two-year grantee institutions selecting this priority. Both assessments will occur before and after the end of the grant period.

VII. Agency Contacts

For Further Information Contact: Carnisia M. Proctor, U.S. Department of Education, 1990 K Street, NW, 6th Floor, Washington, DC 20006-8513. Telephone: (202) 502-7606 or by e-mail: Carnisia.Proctor@ed.gov

If you use a telecommunications device for the deaf (TDD), you may call the Federal Relay Service (FRS) at 1-800-877-8339.

Individuals with disabilities may obtain this document in an alternative format (e.g., Braille, large print, audiotape, or computer diskette) on request to the program contact person listed in this section.

VIII. Other Information

Electronic Access to This Document: You may view this document, as well as all other documents of this Department published in the Federal Register, in text or Adobe Portable Document Format (PDF) on the Internet at the following site: www.ed.gov/news/fedregister

To use PDF, you must have Adobe Acrobat Reader, which is available free at this site. If you have questions about using PDF, call the U.S. Government Printing Office (GPO), toll free, at 1-888-293-6498; or in the Washington, DC, area at (202) 512-1530.

Note: The official version of this document is the document published in the Federal Register. Free Internet access to the official edition of the Federal Register and the Code of Federal Regulations is available on GPO Access at: <http://www.gpoaccess.gov/nara/index.html>.

Dated:

Diane Auer Jones,
Assistant Secretary
for Postsecondary Education.